

Technical Review Guide

Supporting the review of the impacts of policies and actions

List of key recommendations

This document lists all of the key recommendations contained in the ICAT *Technical Review Guide* related to preparing for, pursuing or conducting technical review of an impact assessment.

The key recommendations are directed toward the technical reviewer, with the intention of assisting them in conducting technical reviews that are consistent with this guide and based on the principles of ethical conduct, fair presentation, due professional care, independence and evidence-based.

The *Introduction to the ICAT Assessment Guides* provides further description on how and why key recommendations are used within the ICAT assessment guides, as well as more information about following either the “flexible approach” or the “key recommendations” approach when using the guide.

KEY RECOMMENDATIONS

Chapter 2: Key concepts, steps and principles

- Base the technical review on the principles of ethical conduct, fair presentation, due professional care, independence and evidence-based approach

Chapter 6: Preparing for technical review

- Request sufficient information from the user to make an informed determination as to the knowledge, skills and experience needed by the review team to conduct the technical review

Chapter 7: Planning the technical review

- Coordinate with the user to establish a technical review plan

Chapter 8: Conducting technical review

- Conduct a desk review to evaluate whether the assessment report is consistent with the ICAT key recommendations upon which the assessment was based and/or any other criteria for technical review
- Undertake a field visit to support the review

Chapter 9: Reporting

- Write a technical review report documenting the process and results of the technical review
- Identify areas of the assessment report that could be improved
- Provide a technical review statement corresponding to the scope of the technical review

